

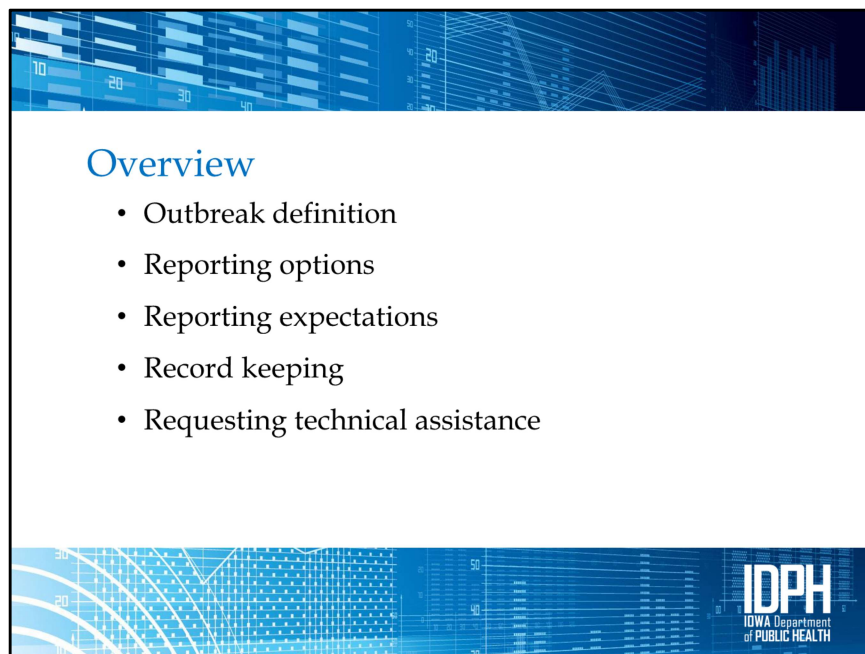


Reporting Outbreaks of COVID-19 in Long-Term Care Facilities

Iowa Department of Public Health
Protecting and Improving the Health of Iowans



This video describes how the staff of a long-term care facility can report an outbreak of COVID-19 in their facility and was recorded on August 24, 2021.



Overview

- Outbreak definition
- Reporting options
- Reporting expectations
- Record keeping
- Requesting technical assistance

IDPH
IOWA Department
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During this video, you will get an overview of how to report an outbreak of COVID-19 in a long-term care facility. This will include the definition of a COVID-19 outbreak in a long-term care facility, options to report an outbreak, record keeping strategies, and how to contact the Iowa Department of Public Health (IDPH) Healthcare Associated Infections (HAI) Team for technical assistance before or during an outbreak.



Outbreak definitions

IDPH definition: 3 or more positive cases among residents during a 14 day period

- Does **NOT** include staff **OR** new resident admissions already known to be positive
- ends 28 days after the last positive resident detection

NOTE: the Centers for Medicare and Medicaid Services (CMS) differs



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For the purposes of reporting COVID-19 outbreaks in long-term care facilities to the Iowa Department of Public Health (IDPH), an outbreak is defined as three or more cases detected in residents within a 14 day period. Again, that is three or more resident cases within a 14 day period. This does not include cases among staff or new admissions that are known to be positive prior to admission.

An outbreak is considered concluded when a facility has gone 28 days without any further residents testing positive for COVID-19.

It should be noted that the CMS outbreak definition is a new COVID-19 infection in any healthcare personnel (HCP) or any nursing home-onset COVID-19 infection in a resident. Meeting the CMS outbreak definition triggers certain regulatory requirements. Questions on regulatory requirements when meeting the CMS outbreak definition should be directed to the Iowa Department of Inspection and Appeals (DIA) contact for your facility.

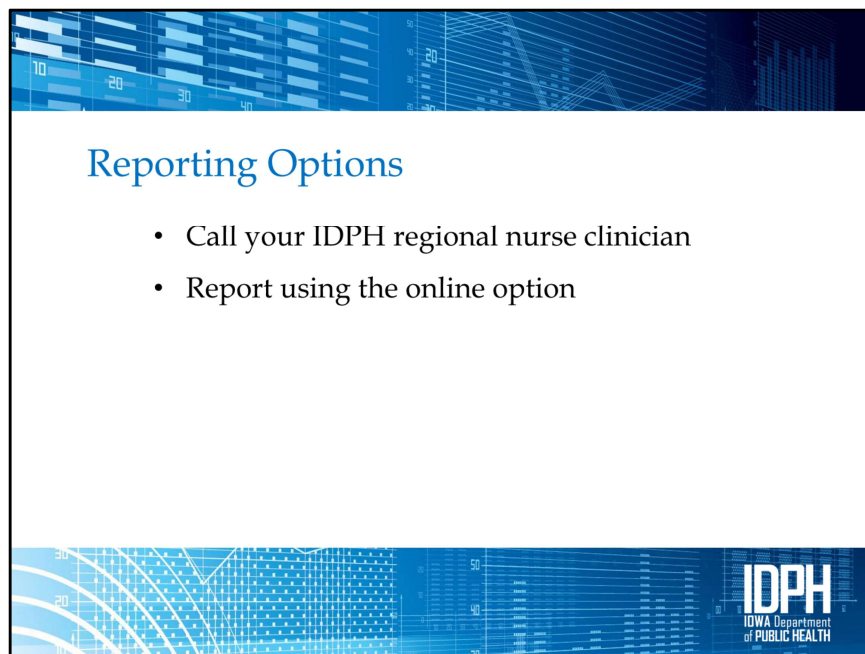
The slide features a blue header and footer with a grid pattern. The header contains the title "Reporting Expectations" in white. The footer contains the IDPH logo and the text "IOWA Department of PUBLIC HEALTH" in white. The main content area is white and contains two bullet points.

Reporting Expectations

- Contact IDPH as soon as IDPH definition is met
- Maintain case counts & report increases to IDPH

Long-term care facilities should report three or more resident cases in the same 14 day period to the Iowa Department of Public Health (IDPH) as soon as that threshold is crossed. Once the threshold is crossed, facilities should keep the Iowa Department of Public Health (IDPH) regional nurse clinician updated if case counts increase in either residents or staff.

Again, reporting to the Iowa Department of Public Health does not fulfill your CMS requirement to report cases to them.



There are two options for reporting an outbreak of COVID-19 in a long-term care facility to the Iowa Department of Public Health (IDPH). Based on your preference, either option can be used. One option is by calling your IDPH Regional Nurse Clinician and the other option is through using an online reporting mechanism. Both will be explained in greater detail.

However, as stressed previously in this video, reporting to the Iowa Department of Public Health (IDPH) is separate from reporting to CMS and does not fulfill any CMS or regulatory requirements.

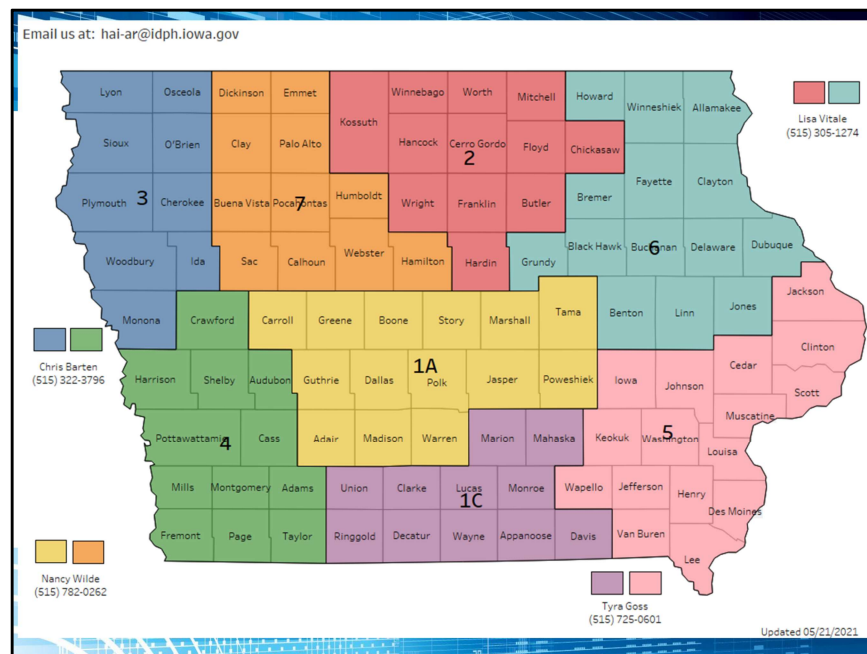


Reporting Options

Phone Call:

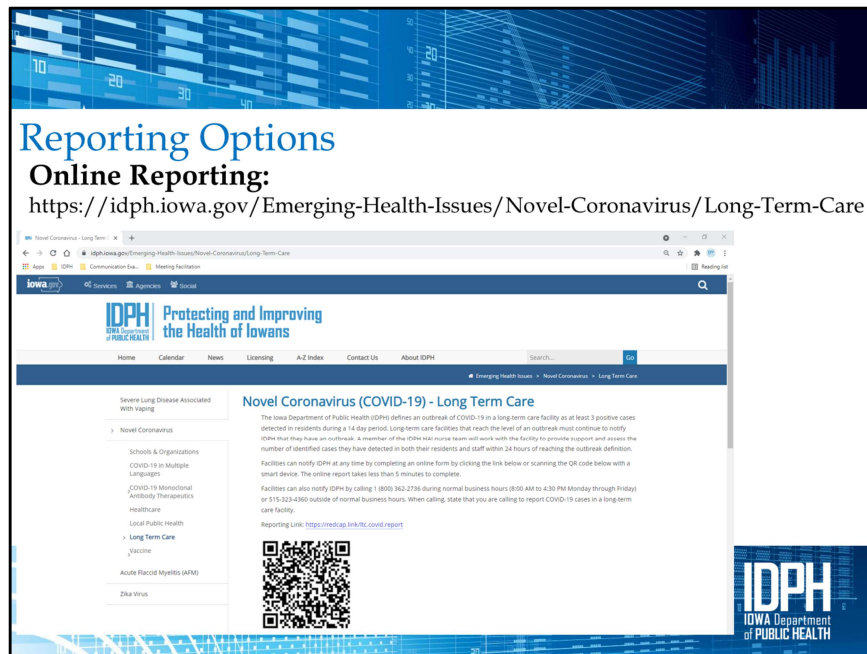
- 1 (800) 362-2736 - normal business hours
- Directly call your regional nurse clinician

To report three or more resident cases of COVID-19 in a 14 day period by phone, call **1 (800) 362-2736** Mondays through Fridays between 8:00 AM and 4:30 PM. You can also directly call the IDPH Regional Nurse Clinician assigned to your area during those hours.



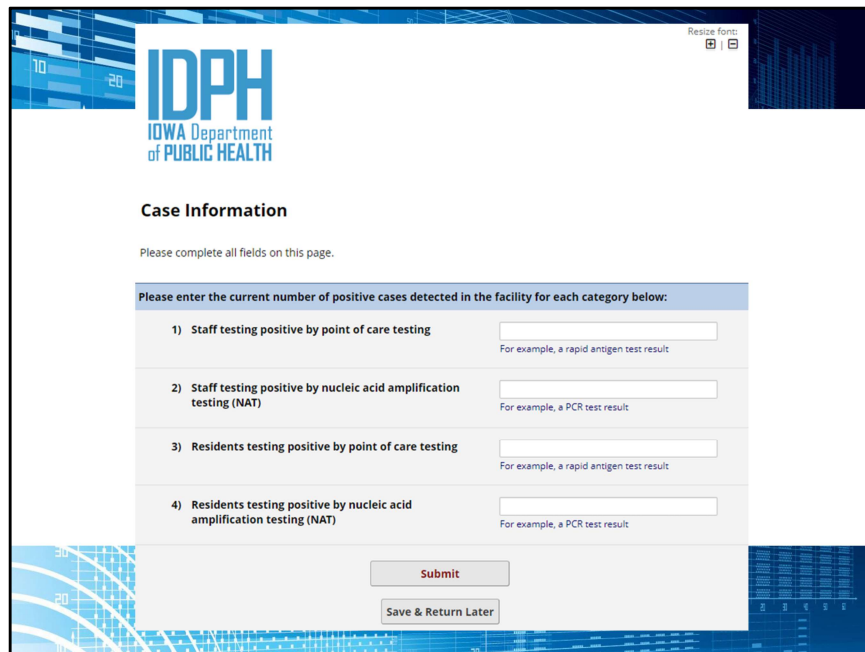
The displayed map shows the coverage area for each Iowa Department of Public Health (IDPH) Regional Nurse Clinician. If you do not already have an established relationship with the regional nurse clinician covering your area, you are encouraged to reach out to them directly and introduce yourself.

If you experience three or more resident cases in a 14 day period, thus reaching the Iowa Department of Public Health (IDPH) COVID-19 outbreak definition for a long-term care facility, the regional nurse clinician covering your area will work directly with your facility to offer technical assistance on infection control practices to help break the transmission cycle. You can also reach out to your regional nurse clinician prior to experiencing any COVID-19 cases for technical assistance on infection control practices to help keep COVID-19 out of your facility.



The second option to report three or more resident cases of COVID-19 in a 14 day period is through submitting a short online form that takes only a minute or two to complete. The online form can be found on the Iowa Department of Public Health (IDPH) COVID-19 Long-Term Care webpage. The URL for this webpage is displayed on this slide as well as a screen shot of the webpage.

At the top of the webpage are instructions explaining both reporting options as well as how to access the online form. If you choose to report using the online form either click the hyperlink listed or scan the QR code.



The screenshot shows the 'Case Information' section of an online form from the Iowa Department of Public Health (IDPH). The form is titled 'Case Information' and includes a sub-header 'Please complete all fields on this page.' Below this, a blue box contains the instruction: 'Please enter the current number of positive cases detected in the facility for each category below:'. The form lists four categories, each with a text input field and a small example text below it:

- 1) Staff testing positive by point of care testing (For example, a rapid antigen test result)
- 2) Staff testing positive by nucleic acid amplification testing (NAT) (For example, a PCR test result)
- 3) Residents testing positive by point of care testing (For example, a rapid antigen test result)
- 4) Residents testing positive by nucleic acid amplification testing (NAT) (For example, a PCR test result)

At the bottom of the form, there are two buttons: 'Submit' and 'Save & Return Later'. The IDPH logo is visible in the top left corner, and a 'Resize font' option is in the top right corner.

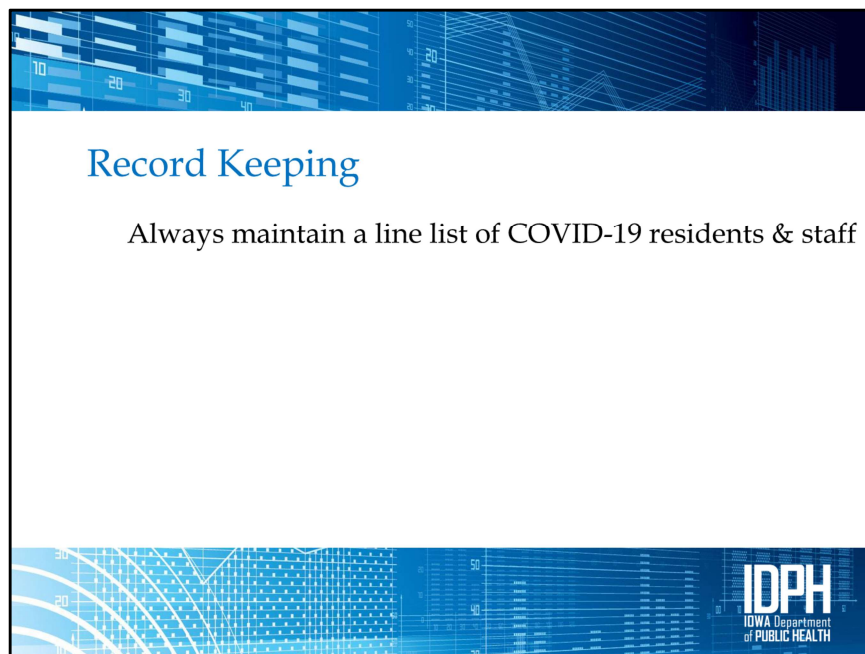
The second page of the online form will now appear, asking you to submit the number of cases you are currently experiencing for both staff and residents. Once you enter these numbers, hit 'submit.'

The screenshot shows the IDPH (Iowa Department of Public Health) Resources page. At the top left is the IDPH logo. In the top right corner, there is a 'Resize font' option with icons for font size and style. The main heading is 'Resources'. Below this, a paragraph instructs users to download resources and hit the 'submit button' at the bottom of the page. Two resource boxes are displayed: a blue box with a link to a 'Checklist for Long Term Care Facilities Experiencing COVID-19 Outbreaks' and a yellow box with instructions to maintain a list of residents and staff, accompanied by a download link for a 'Simple LTC Covid-19 Line List Template (6.30.21).xlsx' (0.03 MB). At the bottom center is a 'Submit' button.

This will bring you to the final page of the online form that allows you to download a couple of resources. One a checklist for long-term care facilities experiencing three or more resident cases during a 14 day period you can refer to for guidance. And the other a line list template you can use to easily track cases in your facility.

Hitting 'submit' completes the online form. This form only needs to be completed once to report an outbreak as after you submit it the nurse clinician covering your area will reach out using the contact information you provided.

Advantages of completing the online form versus calling to report three or more resident cases during a fourteen day period is you can submit a report using this method any time, day or night, seven days a week. Giving you instant access to the line list template. Plus on average using the online form is faster than reporting with a phone call.



As mentioned before, always maintain a line list of COVID-19 positive residents & staff. This should be maintained from the first detection onward. This will make it easier for not only reporting to the Iowa Department of Public Health (IDPH) but keeping records and reporting for regulatory purposes.

To ease this process we have created a line list template that you are welcome to use as-is or adapt to fit your needs. This can be downloaded from the final page of the online form or requested directly from the Iowa Department of Public Health (IDPH). Again, you do not have to use this exact template but regardless, you need to keep a list of cases and the template can provide you with a starting framework. The template also comes with instructions on how to properly fill it out the first time, then update it moving forward.



At anytime, regardless if your facility is experiencing a COVID-19 outbreak, you can contact the Iowa Department of Public Health (IDPH) for technical assistance.

If you do not already have a relationship with the Iowa Department of Public Health (IDPH) Regional Nurse Clinician assigned to your area you can either directly contact them or send an email to **hai-ar@idph.iowa.gov**. This will send an email to everyone on the Iowa Department of Public Health (IDPH) HAI Team and quickly connect you with your regional nurse clinician.

You can also request technical assistance on any infection prevention and control topic, regardless if your request is focused on COVID-19 or another issue entirely.

Thank you for viewing this video and feel free to reach out anytime with questions or concerns.